

**Approved  
Downtown Development Authority  
Regular Meeting Minutes  
Wednesday, February 5, 2020  
7:30 a.m. ~ Commerce One**

Chairperson Banaszak called the regular meeting of the Downtown Development Authority to order at 7:30 am. Members present were:

|               |                 |                  |
|---------------|-----------------|------------------|
| Tim Banaszak  | Don Carlyon     | Terry Spencer    |
| Mayor Newsham | Ashley Anderson | Mike Dore        |
| Trevor Keyes  | Terry Moulthane | Daniel Dimitroff |

Absences: Mike Bacigialupo, Jean Ann Deshano, Jeff Cederstrom and Joe Wespiser

Also present: Suzanne Maxwell, Executive Director  
Kellie Wackerle, Administrative/Marketing Specialist

A quorum of DDA Board of Directors was present.

**PUBLIC INPUT**

Mayor Newsham announced that Don Carlyon will be the Grand Parade Marshall of the St. Patrick's Day Parade Sunday, March 15<sup>th</sup>.

**EXCUSED ABSENCES**

Chairperson Banaszak reported that Bacigialupo requested an excused absence. Motioned by Mike Dore, supported by Terry Spencer to approve the absence. Motion unanimously approved.

**ORGANIZATION**

Chairperson Banaszak presented Consent Agenda items 1 through 4 under Organization and requested approval. Motion by Carlyon, supported by Dore to approve the consent agenda. Motion unanimously approved. DMB Minutes of November 2019 were presented for review.

**WENONAH PARK UPDATE**

Anderson distributed sponsorship packets and reported that the Wenonah Park Subcommittee continues to seek donations for the playground and plazas. Anderson added that there are no definite plans for installation of the playground yet as they are working with the city on what to use for padding (rubber, woodchips) as well as securing a company to install the equipment.

**GENERAL BUSINESS**

- a) Chairperson Banaszak reported that the Executive Committee has assigned sub-committees to focus on certain assignments, corresponding groups below:
  - i) Alley Improvement – Dimitroff, Dore, Maxwell, Spencer, Wackerle, Wespiser, Exec. Committee – Bacigialupo & Banaszak
  - ii) Parking – Carlyon, Cederstrom, Keyes, Maxwell, Wackerle  
Exec. Committee -Banaszak
  - iii) Wenonah Park – Anderson, Maxwell, Wackerle, Moulthane  
Exec. Committee – Bacigialupo, Banaszak, DeShano

Each committee will decide how many meetings are needed, when to meet and update the Board at monthly meetings.

b) Jennison Parking Structure had two-year maintenance check and is in good condition.

### **OTHER**

- a) Downtown Tree Removal – Per Maxwell interested in removing dead trees from downtown in a phased approach , including tree and grate, replacing with concrete and planter – something more sustainable and cost effective. City suggested miniature arborvitae trees. Maxwell added that the DDA does not have the funding to cover the expenses and will seek sponsors for the pots and trees.
- b) Jeff Staudacher appointed to DDA, needs to be notified and sworn in. Term until August 2024. Maxwell noted that she will reach out to him prior to the March meeting.

Maxwell reported the marketing activities of the DMB . The **2nd Annual Hot Chocolate Hop** took place Sunday, February 2. Downtown was busy all day with people visiting the participating businesses to sample and vote for their favorite hot chocolate

The **12th annual "Indulge"** event took place Sunday, February 9. This successful event is designed to encourage customers to come Downtown to dine and shop, then receive a free chocolate Candy Bar and a chance to win prizes. The grand prize of an overnight stay was donated by the Doubletree Hotel and won by Cindy Hickmott of St. Helen.

The **4th Annual Chili Cook Off** takes place Saturday, February 29th. Ticket holders can sample several chili samples at Downtown restaurants and vote for their favorite.

A "**Merchant Mixer**" is scheduled for Thursday, March 26th at the Pere Marquette Depot from 5:30 - 7:30 pm. This is an opportunity for Downtown merchants to meet the Marketing & Events Committee, as well as DMB and DDA Directors. Light appetizers and beverages will be served. Maxwell added that the event is still in need of sponsorships.

Maxwell reported the following business news:

- Crazy Quarters Arcade, located at 521 Washington, is now open.
- Mandy's Diner, located at 819 Saginaw, is scheduled to open in the near future.
- Two new businesses are open in City Market: Mitten Gourmet and Say Cheese!

### **ADJOURN**

With no further business to come before the Downtown Development Authority, meeting adjourned at 7:53 am.



Respectfully Submitted,  
Suzanne Maxwell  
Executive Director